Approved For Release 2009/10/13 : CIA-RDP61-00442A000100030056-6

STANDARD FORM NO. 64

~~CONFIDENTIAL~~

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 8 January 1959

25X1

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #1

1. ELINT Briefing

25X1

Mr [redacted], the CIA ELINT Staff Officer, will conduct a briefing in the conference room in building [redacted] at 1000 on Tuesday, 13 January. This briefing is intended to provide orientation for appropriate officers of the Office of Training and a representative from the DD/S, and is expected to include general comments on the scope and magnitude of the ELINT program, its objectives, and its requirements for diversified training. 25X1

The Plans and Policy Staff is presently engaged in conferences with the ELINT Staff and discussing the planning and management aspects of its training requirements.

2. Request for Documents

A reply has been received from the Chief of the Document Division, OCR, in connection with a request for documents made by the Chief, School of International Communism. It would appear that, while the Chief of the Document Division is willing to cooperate with OTR to the fullest extent, his capabilities are such that he could not meet the OTR requirements except through the employment of additional personnel. C/SIC, having reviewed this reply, is attempting to make arrangements for acquiring the necessary documents through the DD/P division offices. If successful in this effort, the School of International Communism will levy no requirements on OCR for dissemination of raw information.

3. Personnel

25X1

Mr. [redacted] has been devoting full time acting as Executive Officer during the absence of Mr. [redacted] 25X1

25 YEAR RE-REVIEW

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Mr [redacted] reported for assignment to PPS on 25X1
8 January.

In addition to her duties as secretary and admin assistant in 25X1
the PPS activity, [redacted] has increased her contribution to
25X1 OTR by handling all motion picture script transcription for [redacted]
25X1 [redacted] Since no other provision has been made for his work, her activity in this field will be made a matter of record in the Personnel Office and in her job description. In addition to the foregoing, tape transcriptions of speeches made to the current JOT classes and extra work from the DTR office are also performed by [redacted] 25X1

[redacted] 25X1

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